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In-Home Tutoring Agreement

The scheduling of a student for in-home tutoring sessions at a set day and time requires agreement to the following. Please initial next to each item below to acknowledge understanding and acceptance.

- _____ The school year is defined as the time period beginning August 19, 2019 and ending May 28, 2020.
- _____ Payment for sessions will be made on a monthly basis with the payment for a given month being made at the first session of that month.
- _____ The following dates will be considered holidays by Haude Tutoring and not count as cancellation by either party: November 25-November 29, December 21-January 5, February 14, and April 10-12.
- _____ Since Spring Break times may vary, Spring Break will be addressed on a client-by-client basis. If a client does not want to have a session during the Spring Break period, that month will be adjusted accordingly. That instance will not be counted as a missed or rescheduled session.
- _____ Any days in addition to those stated in this agreement will be considered holidays/exempted sessions only if agreed upon in writing by the client and Haude Tutoring.
- _____ **No refunds or credits will be issued for missed or cancelled sessions.** Based on availability, up to three sessions may be rescheduled during the school year by the client. Although Haude Tutoring does not plan on cancellations or rescheduling sessions, cancellations or rescheduled sessions by Haude Tutoring will not be counted toward the three sessions mentioned in the previous statement.
- _____ Due to travel and other considerations, the client acknowledges a minimum of a 20-minute allowance before or after the scheduled start time of a session for the arrival of Haude Tutoring. In such an event, the client will still receive the full session duration scheduled.
- _____ After three sessions missed or rescheduled by the client, a client may be subject to removal by Haude Tutoring from the in-home schedule.
- _____ If, due to inappropriate behavior, lack of participation, or other occurrence which adversely affects the ability of Haude Tutoring to conduct services, the client (and financially-responsible party, if other than the client) will be informed. If such occurrences continue and are determined by Haude Tutoring to prohibit the effective providing of services, Haude Tutoring reserves the right to terminate this agreement.
- _____ Should a client desire to change the weekly day and time selected for in-home services, such change will be subject to availability and approval of Haude Tutoring. Guarantees are neither expressed nor implied as to the ability to reschedule a client during the school year.

Additional Comments/Amendments to the Agreement (if any):

Client Signature: _____ Date: _____

Client Name (Printed): _____



For Haude Tutoring personnel use:

Student Name: _____

Day of the Week: _____ Time: _____